

**Memorandum of the Meeting
Regular Study Session/Meeting
Twenty-Eighth Town Council of Highland
Regular study Session
Monday, November 06, 2017**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, in the plenary meeting room on **Monday, November 06, 2017** at the time of 7:05 o'clock p.m.

Silent Roll Call: Councilors Bernie Zemen, Dan Vassar, Mark A. Herak, Steve Wagner and Konnie Kuiper were present. A quorum was attained. The Deputy Clerk-Treasurer Kathryn Minchuk was present to memorialize the proceedings.

Additional Officials Present: Rhett Tauber, Esq. Town Attorney; Pete Hojnicky, Police Chief; and Kathy DeGuilio-Fox, Redevelopment Director were present.

Additionally present: Ed Dabrowski, Contract Information Technology Consultant was additionally present.

General Substance of Matters Discussed or Proposed

1. Discuss the schedule for the balance of the year for the Town Council.

Currently scheduled:

Plenary Business meeting	November 13
Study Session	November 20
Plenary business meeting	November 27
Study session	December 4
Plenary business meeting	December 11
Study session	December 11
Plenary business meeting	December 25 Christmas

The Town Council discussed the schedule for the balance of the year and agreed to canceling the plenary business meeting on December 25th. The Town Council also stated it would like for the Clerk-Treasurer to confirm that Wednesday December 27th would be a good alternative date for plenary business meeting or perhaps Thursday December 28th.

- 2. Perform added mark-up on Introduce Ordinance No. 1647: Amending the Public Records Management Chapter of the Highland Municipal Code. (will need Town Attorney and Police Chief.)** Mr. Tauber noted that they needed a study session for this ordinance. He anticipated it would take 15-20 minutes. The Town Council President indicated that he would like to add the ordinance to the November 20th study session.
- 3. Animal control license & fee:** The Police Chief sought Town Council guidance regarding discussing an increase to the animal license fee. The Town Council President indicated that he would like to add the topic to the December 4th study session.
- 4. Turkey's for town employees:** The Town Council President indicated that he would like to purchase turkeys again this year for the town employees for Christmas. Councilman Herak will get with Mr. Griffin to work out the funding.

5. **Town Theatre:** Councilman Kuiper inquired about when the Town Theatre would be taken down. Ms. DeGuilio-Fox indicated that she is hoping it would be before the end of the year. Councilman Herak also indicated that if they were no longer going to do anything with acquiring the property downtown where Comfort Keeper's is located then he would like to move on from the plan for downtown.
6. **Randy Stewart-Highland F.O.P:** Mr. Stewart will be added to the November 20th study session.

The Town Council President reviewed the list of likely matters for the Plenary Business meeting of the Town Council for November 13. The Town Council President also asked for any matters that may be added.

There being no further business necessary or desired to be discussed by the Town Council, the regular study session of the Town Council of **Monday, November 06, 2017**, was adjourned at 7:15 o'clock p.m.

Kathryn Minchuk
Deputy Clerk-Treasurer